

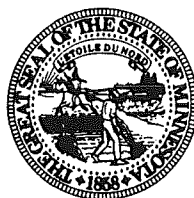
900289

**REPORT ON THE IMPLEMENTATION OF
EXECUTIVE ORDER NO. 88-11
PROVIDING FOR THE ESTABLISHMENT OF
STATE AGENCY RECYCLING PROGRAMS**

**RESOURCE RECOVERY PROGRAM
MATERIALS MANAGEMENT DIVISION
DEPARTMENT OF ADMINISTRATION**

MARCH 1990

STATE OF MINNESOTA



**Department of
Administration**

 *Resource Recovery*

APR 10 1990

EXECUTIVE SUMMARY

On September 28, 1988, Governor Perpich issued Executive Order No. 88-11, Providing for the Establishment of State Agency Recycling Programs. The Order mandates that state government agencies shall take an aggressive approach to develop waste reduction and recycling programs and to purchase, when practicable, recycled materials.

This report contains the Department of Administration's summary on the implementation of Executive Order No. 88-11. The report focuses on the Department's role in the implementation of the Order and on state agency waste reduction and recycling activities.

The Department received 23 agency recycling plans (including its own, which covers all agency locations serviced by its Plant Management Division). Approximately 64 percent of all state agencies submitted recycling plans in response to the Executive Order.

While some state agencies have not begun or have not completed the planning process to implement their recycling programs, approximately 80 percent of all state agencies report that they are recycling newspaper, office paper, and metal beverage cans at some or all of their agency locations.

A variety of recycled paper products are available to state agencies, political subdivisions, and members of the Department's Cooperative Purchasing Program through thirteen state contracts. Many agencies report that they are purchasing and using recycled paper for letterhead, copier paper, business cards, printing paper, and general office use. Currently, recycled copier paper purchases are approximately 20 percent of all copier paper sales at Central Stores.

It is the Department's intention to provide state leadership in the quest to reduce waste, to reuse and recycle materials, and to use environmentally safe, recycled, and recyclable products. The Department believes that the mandates of the SCORE solid waste reduction and recycling legislation enacted in September 1989 provides the impetus for implementation of waste reduction and recycling programs in every state agency.

TABLE OF CONTENTS

	Page
Background and Introduction	1
Part I: Implementation of the Executive Order.....	3
Technical Assistance, Guidance, and Direction.....	3
State Agency Recycling Coordinators	3
Interagency Recycling Task Force	3
State Employee Recycling Volunteers.....	4
Intergovernmental and Private Sector Assistance.....	4
Collection, Storage, and Disposal of Recyclables.....	4
Collection and Disposal.....	4
Storage	5
Part II: Waste Reduction, Problem Materials, and Environmentally Safe Recyclable Materials	7
Highlights of the Department's Activities.....	7
Highlights of Agency Efforts.....	8
Part III: Recycling Programs	10
Agency Plans to Implement Recycling Programs	10
Partnerships with Nonprofit Recyclers and State Agencies to Implement Recycling Programs	14
Agency Recycling Activities	15
Highlights of Agency Recycling Programs	18
Part IV: Purchase of Recycled Materials.....	21
Buy Recycled Campaign	21
Buy Recycled Products Workshop	22
Interstate Cooperative Efforts.....	23
Part V: Plans for Future Program Activities.....	24

BACKGROUND AND INTRODUCTION

On September 28, 1988, Governor Perpich issued Executive Order No. 88-11, Providing for the Establishment of State Agency Recycling Programs. This Order mandates that:

1. State government agencies shall take an aggressive approach to develop programs which will:
 - a. Reduce solid waste and litter;
 - b. Remove problem materials from the waste stream; and
 - c. Encourage the use and production of environmentally safe recyclable materials.
2. Each state agency, in consultation with the Department of Administration, shall:
 - a. Provide convenient recycling programs for at least:
 - * Newspaper;
 - * Office paper; and
 - * Metal beverage cans.
 - b. Submit implementation plans for these programs to the Department of Administration by January 31, 1989; and
 - c. Implement these programs no later than June 30, 1989.
3. State government agencies shall, when practicable, purchase recycled materials in order to:
 - a. Help create markets for such materials; and
 - b. Reduce the volume of the solid waste stream.

Before the Executive Order, many state agencies were actively recycling a variety of materials at locations throughout the state. However, the Executive Order revitalized existing efforts and initiated many new solid waste reduction and recycling programs.

In addition, the Minnesota Legislature enacted the SCORE solid waste reduction and recycling legislation in September 1989, which

provides the impetus for implementation of waste reduction and recycling programs in every state agency. The legislation mandates that state agencies recycle 40 percent of their solid waste by 1993.

This report contains the Department of Administration's (the Department) summary on the implementation of Executive Order No. 88-11. The Department's report is divided into five parts. The first part describes the Department's role in the implementation of the Executive Order. The second part highlights state agency efforts to reduce solid waste, remove problem materials from the waste stream, and use environmentally safe recyclable materials. The third part describes state agency recycling programs and activities. The fourth part describes the Department's strategy to provide state leadership in purchasing recycled materials. The fifth part summarizes the Department's plans for future program activities.

Attached to this report are three appendices which include a report on paper recycling for fiscal year 1989, a summary of state agency recycling activities, and a list of recycled paper products currently available for purchase by state agencies and political subdivisions through state contracts.

PART I: IMPLEMENTATION OF THE EXECUTIVE ORDER

The Department of Administration's Resource Recovery Program is coordinating the implementation of Executive Order No. 88-11.

The Program's role in implementing the Order is twofold:

1. To provide state agencies technical assistance, guidance, and direction in planning new waste reduction and recycling programs and expanding upon existing programs; and
2. To physically support state agency waste reduction and recycling programs through collection, storage, and disposal of recyclables.

The Department's goal in implementing the Order is for every state office and every state employee to be a recycler.

Technical Assistance, Guidance, and Direction

State Agency Recycling Coordinators

To assist in the implementation or expansion of waste reduction and recycling programs, the Department asked each state agency to appoint a recycling coordinator. Forty-eight agencies designated recycling coordinators, and the Resource Recovery Program has been working closely with them to provide technical assistance in designing, planning, and implementing their programs.

Interagency Recycling Task Force

Of the 48 agency recycling coordinators, the Department selected a group of 15 coordinators to serve on an Interagency Recycling Task Force. The Task Force meets approximately once a month, and its purpose is to exchange information and to develop agency strategies for reduction, reuse, and recycling programs statewide.

State Employee Recycling Volunteers

In addition to the designated recycling coordinators, there is a large number of state employees that are enthusiastically committed to increasing staff awareness and participation in their agency's recycling program. The Resource Recovery Program provides technical assistance, guidance, and direction to the growing number of state employees volunteering to promote waste reduction and recycling at their work place.

Intergovernmental and Private Sector Assistance

Finally, the Resource Recovery Program provides a clearinghouse of information about recycling opportunities and programs to local units of government, counties, the private sector, and other state governments. In addition, the recycling programs at agency locations serve as demonstrations to the private sector seeking to establish programs. For example, many tours have been given of the recycling system in the Capitol Complex.

Collection, Storage, and Disposal of Recyclables

Collection and Disposal

To support the implementation or expansion of recycling programs, the Department has contracts and arrangements in place to provide the actual collection and disposal system for recyclables. Recyclables are collected from nine sites in the Capitol Complex, 53 locations throughout the Metro Area, and four locations in Greater Minnesota.

In the Capitol Complex, Plant Management Division employees physically empty all office paper, newspaper, and metal beverage can recycling barrels. The Materials Management Division coordinates pick-up and disposal services for paper, and the Plant Management Division picks up and disposes of metal beverage cans.

The collection and recycling of metal beverage cans was implemented in the Administration and Centennial buildings as a pilot project in September 1988 and was expanded to all Capitol Complex buildings in March 1989. This service enables these state offices to comply with the Executive Order.

The collection and recycling of glass bottles was also implemented in the Administration building as a pilot project in September 1989. The expansion of this service to all Capitol Complex buildings is currently pending.

The Department also provides collection and disposal services for office paper and newsprint in the Metro Area and Greater Minnesota. In addition to a state contract for collecting and hauling paper, the Department provides a satellite pick-up service to small state offices in the Metro Area through an arrangement with Lino Lakes Correctional Facility. Paper recycling at these locations would be difficult to achieve without this service.

Storage

The Department provides a storage site for paper at its warehouse in Arden Hills. Small quantities of office paper and newsprint are collected by the Department's satellite pick-up service and stored at the warehouse. In addition, the warehouse serves as a

holding area for small quantities of confidential paper. The state contractor disposes of these materials once a sufficient quantity is collected.

PART II: WASTE REDUCTION, PROBLEM MATERIALS, AND ENVIRONMENTALLY SAFE RECYCLABLE MATERIALS

To comply with the Executive Order, each state agency is required to take an aggressive approach to develop programs that will reduce solid waste and litter, remove problem materials from the waste stream, and encourage the use and production of environmentally safe recyclable materials.

Highlights of the Department's Activities

As a strategy to provide state leadership in complying with this element of the Order, the Department's activities include:

1. Waste Reduction

- a. Development of a contract for the purchase of remanufactured diesel and gas engines, starters, alternators, and transmissions.
- b. Development of a contract to clean, repaint, and reuse signs that have faded or have worn coatings.
- c. Providing a one-stop shopping center for the acquisition and disposal of property that is used, surplus, seconds or overruns for state agencies and other authorized participants.
- d. Composting leaves and grass clippings from the Capitol grounds for use in the flower beds.

2. Removal of Problem Materials from the Waste Stream

- a. Development of a spills and hazardous substance removal contract for the removal and proper disposal of contaminated ground and the cleaning and reuse of containers from which the contamination occurred.
- b. Development of a hazardous waste analysis, transportation, storage, and disposal contract for the services needed to accomplish the final disposal of hazardous wastes by landfilling, chemically neutralizing or placing into a federally approved permanent storage location.

- c. Development of a waste pesticide collection contract for the collection of pesticides found and identified by state, county and local units of government.
 - d. Using daily janitorial supplies that are all biodegradable and sewerable.
3. The Use and Production of Environmentally Safe Recyclable Materials
- a. Including on contract notices and usage reports on contracts sent to state agency customers, where applicable, a statement regarding the recycled material content or the recyclability of the products.
 - b. Requiring vendors submitting bids to the state to provide information on the kind and amount of recycled material (if any) contained in the commodity they are bidding.
 - c. Development of a contract for the purchase of a production type welding material used at the Minnesota Correctional Facility at Stillwater. The material becomes part of a finished product and is eventually recycled as scrap.

Highlights of Agency Efforts

The following are highlights of agency efforts reported to the Department to reduce solid waste, remove problem materials from the waste stream, and use environmentally safe recyclable materials:

- * One-sided waste paper is cut up and made into scratch pads for reuse.
- * Two-sided photocopying is encouraged.
- * Glossy paper, carbons and other non-recyclable materials are being replaced with environmentally safe recyclable materials.
- * Styrofoam cups are being replaced with paper cups.
- * Employees are encouraged to use ceramic coffee mugs.
- * Phone messages and interoffice memos are replaced with electronic mail systems.

- * Memos are circulated with routing slips and posted instead of being sent to each employee.
- * Corrugated and plastic containers are reused.
- * Grease, tallow, and bones are recycled.
- * Silver is recovered from x-ray films and photographic solutions.
- * Materials with recycled content are being purchased and recycled paper is used for reports and photocopying.

PART III: RECYCLING PROGRAMS

To comply with the Executive Order, each state agency was required to develop a plan to implement recycling programs no later than June 30, 1989 for at least newspaper, office paper, and metal beverage cans. State agencies were required to submit their plans to the Department by January 31, 1989.

Agency Plans to Implement Recycling Programs

The Department received 23 agency plans to implement recycling programs (see Table 1). The Department notes that agency locations serviced by its Plant Management Division are included in its own recycling plan and were not required to submit a plan. Table 2 lists each building serviced by the Plant Management Division. Approximately 64 percent of all state agencies submitted recycling plans in response to the Executive Order.

In general, the planning process allowed each agency the opportunity to:

1. Develop strategies to separate recyclables from their waste stream;
2. Secure recycling containers for collection and storage of recyclables;
3. Arrange storage space for recyclables;
4. Identify collection sites or markets for recyclables;
5. Organize transportation of recyclables to collection sites or recyclers; and
6. Promote their programs and educate their employees.

While the Executive Order states that programs must be implemented no later than June 30, 1989, agencies discovered that

the planning process often took longer than the Order anticipated. To complete a plan, contracts or arrangements must be in place to recycle materials at a collection site or directly with a recycling market. This process can be complicated--especially for agencies with a large number of geographically scattered locations. In addition, many agency locations have unique situations to overcome in their planning process. For example:

1. Various locations of an agency generate different types of solid waste because of their diverse activities.
2. Some agency locations staff as few as one or two employees and generate small quantities of recyclables.
3. Some agency locations are open only one day a week and lack adequate space to store recyclables.
4. Some agency locations are geographically removed from recycling markets.
5. Some agency locations generate office paper with confidential information and must be shredded or require special storage requirements.
6. Some agencies are required to retain and store a large portion of their recyclable paper for a specified period of time. When files are periodically purged, large volumes of recyclable paper are suddenly generated.

These recycling barriers require creative solutions and the development of a wide variety of interagency and intergovernmental partnerships as well as linkages to the private sector. To facilitate the planning process, many agencies created recycling committees with representatives from regional offices to develop recycling activities at the local or regional level as well as with other agencies located nearby.

TABLE 1

**Plans to Implement Recycling Programs Submitted to
the Department of Administration
in Response to Executive Order No. 88-11**

Department of Administration
Department of Agriculture
Department of Corrections
Department of Human Services
Department of Jobs and Training
Department of Labor and Industry
Department of Natural Resources
Department of Public Safety
Department of Public Service
Department of Trade and Economic Development
Department of Transportation
Metropolitan Waste Control Commission - Metro Plant
Minnesota Community College System
Minnesota Pollution Control Agency
Minnesota State Arts Board
Minnesota State University System
Office of Administrative Hearings
Ombudsman for Corrections
Ombudsman for Mental Health and Mental Retardation
Public Utilities Commission
Residential Academies - Faribault
University of Minnesota - Twin Cities Campus
Workers Compensation Court of Appeals

TABLE 2**Buildings Serviced by the Department of Administration's
Plant Management Division**

<u>Building</u>	<u>Address</u>
Administration Building	50 Sherburne Avenue
Bureau of Criminal Apprehension	1246 University Avenue
Capitol Building	75 Constitution Avenue
Capitol Child Care (formerly Department of Revenue)	671 Robert Street
Capitol Square Building	550 Cedar Street
Centennial Office Building	658 Cedar Street
Central Stores	139 East 12th Street
Department of Health	717 Delaware Street
Ford Building	117 University Avenue
Governor's Residence	1006 Summit Avenue
Grounds Service - Plant Mgmt.	635 Robert Street
Historical Society	690 Cedar Street
Indian Affairs Council/Print Comm.	127 University Avenue
Maintenance Building - Plant Mgmt.	9 East Aurora
Plant Mgmt./Ethical Practices	625 Robert Street
Rice Street Buildings	500, 504, & 506 Rice Street
State Office Building	100 Constitution Avenue
Transportation Building	John Ireland Boulevard
Travel Management	610 North Robert
Veterans Service Building	20 West 12th Street

Partnerships with Nonprofit Recyclers and State Agencies to Implement Recycling Programs

To facilitate partnerships between private, nonprofit recyclers and state agencies, the Department entered into a six-month contract with the Minnesota Association of Rehabilitation Facilities (MARF) in February 1989. The goal of the project was to develop statewide recycling project models to implement recycling programs with rehabilitation facilities currently providing recycling services.

MARF is a nonprofit, member-supported organization for private, nonprofit rehabilitation facilities providing training and employment services to persons with disabilities. Many MARF facilities have developed or are developing programs to support or provide recycling to a community or county. These programs provide employment and training opportunities for people with disabilities while protecting the environment.

The project resulted in seven regional recycling program implementation meetings held in the communities of Bemidji, Willmar, Winona, Rochester, the Twin Cities, Fergus Falls, and Duluth. The meetings generated new dialogues between local recycling facilities, local officials, and state agencies. In most areas, county recycling coordinators joined the discussions and demonstrated a willingness to work on joint efforts. At all locations, the meetings received considerable electronic and print media coverage.

The meetings benefited both the rehabilitation facilities and state agencies by:

1. Increasing community and state agency awareness of the importance of recycling;

2. Bringing people together for the first time who share common goals; and
3. Creating a new awareness among state recycling coordinators of the support available at the community and county level for a recycling program.

The meetings also gave participants the opportunity to learn more about developing a recycling program and to discuss areas of concern about implementing a successful program. In general, major concerns included program funding, labor, equipment, managing confidential paper, transportation, employee participation and compliance, education and information materials, and markets for recyclables. Time was devoted to discuss and explore solutions for these areas of concern. The meetings provided participants information they needed to implement their recycling programs. Without the meetings, little or no action would have occurred in most communities.

Agency Recycling Activities

Before the Executive Order, many agencies were actively recycling a variety of materials at locations throughout the state. However, the Executive Order revitalized existing efforts and initiated many new recycling programs. Approximately 80 percent of all state agencies report that they are recycling newspaper, office paper, and metal beverage cans at some or all of their agency locations.

In addition to paper and beverage cans, some agencies report that they are recycling the following materials:

- * Glass;
- * Plastics;
- * Corrugated;
- * Automotive waste oil, batteries, and tires;

- * Bones, tallow, and grease;
- * Demolition debris;
- * Ferrous metals;
- * Silver from x-ray film and photographic developer; and
- * Laser printer cartridges and computer printer and typewriter ribbons.

Prior to June 30, 1989, a number of state agencies reported their recycling activities to the Department. While the Department does not have measurement data on all state agencies' recycling activities, the following data were reported to the Department for FY 89:

<u>Material</u>	<u>Amount</u>
Paper*	2,598 tons
Metal beverage cans	9 tons
Ferrous metals	101 tons
Waste Oil	5,682 gallons

*Includes office paper, newsprint, phone books, and corrugated.

The Department notes that 1,455 tons of paper were recycled in FY 89 through its state contract for collecting and hauling waste paper (see Appendix A).

To measure agency recycling activities after the implementation of recycling programs in response to the Executive Order, the Department requested that agencies estimate the amount of waste recycled on a quarterly basis beginning July 1989. However, agencies have experienced difficulty in supplying these data for several reasons:

1. When more than one agency is located in a building and recyclables are moved to a common storage area, it is difficult to determine the amount each agency recycled.
2. Some agencies recycle through community curbside programs, which do not provide data on the amount recycled.

3. Some agencies donate their recyclables to nonprofit organizations for fund-raising (i.e. Scouts, church groups, etc.), and data on the amounts donated are not available.
4. Many agencies' employees volunteer to recycle waste materials at home, especially metal beverage cans, and data on the amount recycled are not available.

As a result, much of the data in the quarterly reports submitted to date are, at best, rough estimates of agency recycling activities. In many cases, these data are difficult to summarize because measurement methods are inconsistent among agencies and agency locations. For example, metal beverage cans have been reported to the Department in a variety of units: the number of cans, the number of containers of cans, and pounds of cans. Consequently, the Department will be working closely with agency recycling coordinators to develop a consistent method to measure their recycling activities.

To prepare for complete and reliable recycling measurement data in the future, the Department developed a summary of agency recycling activities (see Appendix B). The summary is a county-by-county listing of agency locations and their recycling activities. For convenience, the counties are grouped according to the Department of Natural Resource's statewide regional system. Appendix B contains a map illustrating these regions and a list of counties within each region.

As agency recycling programs develop and the measurement system becomes standardized, the Department will use this summary format to quantify each agency's recycling activities. These reports will provide the tools to evaluate how state agency locations are achieving the recycling goals set forth in the SCORE legislation and provide information to the counties in which they are located for inclusion in their recycling program achievements.

Highlights of Agency Recycling Programs

The following are highlights of agency programs reported to the Department of Administration:

a. Community College System

- * Anoka-Ramsey Community College contributes its waste paper recycling revenues to its Student Emergency Loan Fund.
- * Brainerd Community College Student Senate coordinates metal beverage can recycling and deposits revenues in the Student Senate Account.
- * Willmar Community College has been recycling metal beverage cans since September 1979. Revenues are designated to fund Foundation Scholarships.

b. Department of Agriculture

- * Held a brown bag lunch and presented recycling videos and distributed literature.
- * Continually hang recycling reminders and statistics in elevators and on bulletin boards.
- * Re-ink and reuse carbon cartridges.

c. Department of Corrections

- * Reuse of containers and boxes.
- * Reuse of pay envelopes.

d. Department of Human Services

- * Facilities are reusing one-sided paper into note pads.
- * Faribault Regional Treatment Center is providing beverage can recycling services to local businesses and agencies.
- * Cambridge Regional Treatment Center is selling shredded paper to farmers for livestock bedding; recovering silver from x-ray films; and recycling oil, tires, batteries, scrap metal, bones tallow, and grease.

e. Department of Jobs and Training

- * Working to implement programs which facilitate recycling of confidential paper and recycling in small offices throughout the state.

f. Department of Military Affairs - Camp Ripley

- * Purchased hydraulic baler to bale and recycle corrugated.
- * Recycle glass, corrugated, pallets, scrap metal, batteries, tires, and desks.
- * Developed promotional and educational character: "The Trashman."

g. Department of Natural Resources

- * Set up recycling barrels for aluminum cans in all state parks.
- * Distributed desk top recycling boxes to over 200 locations statewide.

h. Department of Public Safety

- * Recycling information is distributed with paychecks.
- * Transporting paper from many small metro area locations to central warehouse for recycling collection.
- * Many offices are reusing or recycling microfilm, license plates, furniture, tires, batteries, oil and other automotive parts.

i. Department of Public Service

- * Organize recycling video presentations, slide shows, bulletin board displays, and newsletter articles.
- * Include a recycling reminder on all interoffice memos.
- * Submitted a STEP proposal to reorganize daily janitorial services to empty recycling boxes in each employee's office.

j. Department of Transportation

- * Most locations have ongoing recycling systems for batteries, used oil, scrap metal, tires, and solvents.
- * A recycling campaign slogan contest was held as part of program kickoff.
- * Testing construction supplies with recycled content (i.e. asphalt mixed with used chopped tires and plastic lumber).

k. Metropolitan Waste Control Commission - Metro Plant

- * Recycling batteries, barrels, scrap metal, oil and tires.

l. Office of Administrative Hearings

- * Office policy since 1982: two-sided copies are made for all documents more than six pages in length.
- * Require a one-time recyclable waste paper pick-up every three years due to records retention policy.
- * Recycled 942 lbs. of waste paper in September 1989.

m. Pollution Control Agency

- * Several of the regional offices are assisting in the development of agency recycling programs within their buildings.
- * Many locations are recycling glass, corrugated, and plastic.
- * Waste reduction is being emphasized with staff and building services.

n. Public Utilities Commission

- * Developing a system to automate all utility filings submitted to reduce the number of photocopies generated.

o. State University System

- * Mankato State is working with student service clubs on an organized beverage can collection.
- * Several of the campuses have developed multi-material recycling receptacles for student use.

p. University of Minnesota

- * Provide recycling system for glass, tin cans, phone books, corrugated, and yard waste.
- * Promote program through advertisements in intercampus buses, campus newspaper, and campus directory.
- * Developed promotional character: "Stan the Recycling Can."

PART IV: PURCHASE OF RECYCLED MATERIALS

To comply with the Executive Order, each state agency shall, when practicable, purchase recycled materials to help create markets for such materials and reduce the volume of the solid waste stream.

"Buy Recycled" Campaign

While collection of recyclable materials is an essential first step in the recycling process, it is crucial that the collected materials are remanufactured into new products. For true recycling to occur, these recycled products must then be sold to consumers for reuse.

As a strategy to provide state leadership and achieve true recycling statewide, the Department in cooperation with the Office of Waste Management launched a "Buy Recycled" campaign in September 1989. This ongoing campaign will continuously educate purchasers from state agencies and local units of government, identify and test recycled products, and create buying opportunities for these products.

The "Buy Recycled" logo shown below was developed to increase program awareness and product identity. The logo emphasizes the final step of the recycling process--buying recycled products. Two thousand packets of "Buy Recycled" educational fact sheets displaying the logo were distributed to state agencies and political subdivisions.



A variety of recycled paper products are available to state agencies, political subdivisions, and members of the Department's Cooperative Purchasing Program through thirteen state contracts. Appendix C contains a list of these products currently available. Many agencies report to the Department that they are purchasing and using recycled paper for letterhead, copier paper, business cards, printing paper, and general office use.

Recycled copier paper has been available to state agencies at Central Stores since April 1989. Central Stores reports that sales of recycled copier paper have increased over time. Currently, state agencies purchase an average of 8,800 reams of paper per month. (One ream contains 500 sheets of paper.) These purchases represent approximately 20 percent of total copier paper sales at Central Stores.

The Department will continue to contract for top-of-the-line recycled paper products for a variety of office uses. Because of availability constraints and the commitment to obtain a high quality paper stock, specific brands offered may vary. Access to different brands of recycled papers will enable paper purchasers the opportunity to try a variety of products.

Buy Recycled Products Workshop

The final step of the recycling process--buying recycled products--will be the focus of a workshop on March 30, 1990 co-sponsored by the Department and the Office of Waste Management. A "Buy Recycled Products Workshop" will bring together vendors of recycled products, public and private sector purchasers, educators,

and other interested individuals to learn more about recycled products, their availability, and how to purchase them.

Interstate Cooperative Efforts

Finally, a joint agreement between Minnesota and Wisconsin was signed in August 1989 by the governors of both states to encourage market development for recycled products through cooperative purchasing. An interstate task force of commissioners and procurement managers are working together to accomplish the following objectives:

1. Determine the kind and quality of recycled paper products that the two states can reasonably dedicate for joint procurement over the next three years.
2. Identify and develop mutually acceptable specifications for additional products manufactured with post-consumer recycled content.
3. Encourage research by using state agencies to develop greater utilization of products made with recycled content.
4. Promote acceptance of products manufactured with recycled content by state agencies.
5. Develop common systems and procedures to test, monitor, and evaluate recycled content utilization.

Efforts will be made to expand this joint venture to procure recycled products to other neighboring Midwestern states.

APPENDIX A

Waste Paper Recycling Summary

for

Fiscal Year 1989

PART V: PLANS FOR FUTURE PROGRAM ACTIVITIES

In general, state agencies have responded to Executive Order No. 88-11 with a heightened level of activity in the area of waste reduction and recycling. Many new waste reduction and recycling programs have been initiated and existing programs have been revitalized. While it is clear that some state agencies have not begun or have not completed the planning process to implement their recycling programs, the Department believes that the mandates of the SCORE legislation provides the impetus for implementation of waste reduction and recycling programs in every state agency.

To succeed with this responsibility to reduce, reuse, and recycle, the Department's plans for future program activities include:

- * Development and distribution of recycling manuals and related educational and promotional materials, including a how-to manual and video.
- * Development of a "Train the Trainer" curriculum for agency recycling coordinators.
- * Follow-up meetings and training sessions in regions throughout the state.
- * Development of a comprehensive recycling service for state agencies and the expansion of materials collected for recycling (i.e. metal beverage cans, corrugated, glass).
- * Development of a standard method to measure agency waste streams and the amount of recyclables diverted from their waste streams for program evaluation, evaluation of SCORE goals, and community and county recycling partnerships.
- * Incorporation of recycling arrangements into lease agreements to ensure management assistance in recycling programs.
- * Expand work with private sector using state model for waste reduction, recycling, and procurement of commodities with recycled content.

- * Assist agencies in collecting and transporting recyclables from small offices that generate small quantities of recyclables and lack storage space.
- * Develop a program to decrease the amount of packaging materials used by state agencies which enter the waste stream by reducing the amount of materials used or by replacing materials with recyclable packaging materials.

In conclusion, it is the Department's intention to provide state leadership in the quest to reduce waste, to reuse and recycle materials, and to use environmentally safe, recycled, and recyclable products. Through all of these efforts, the Department's emphasis will continue to be on educating the individual employee. Once individuals participate in waste reduction and recycling programs, they become aware of the connection between their individual acts and the environment.

DEPARTMENT OF ADMINISTRATION - MATERIALS MANAGEMENT DIVISION - RESOURCE RECOVERY PROGRAM
PAPER RECYCLING SUMMARY REPORT - FOR FISCAL YEAR 1989

MONTH	TOTAL WEIGHT (By Item) (Tons)	PLANT MGMT CONTROLLED BUILDINGS (*) Quantity	Administration Building 112 Sherburne Quantity	Capitol Building Constitution Blvd. Quantity	American Center Bldg 150 E Kellogg Quantity	Capitol Square Bldg 550 Cedar Quantity	Centennial Building 658 Cedar Quantity	FOK Warehouse (Pub Safety) 102 W. Filmore Quantity	RAMSEY CO. (FOK Whsec.) 102 W. Filmore Quantity	Ford Building 117 University Quantity	Health Dept Building 717 Delaware Quantity	Jobs & Trng Building 390 N. Robert Quantity	Metro Square Building 7th & Robert Quantity	230 E. 5Th St. (Met Council/ MWCC) Quantity	Metro Waste Contrl Cmsn 2400 Childs Rd Quantity
TOTAL (Tons)	1,455.52	619.61	22.69	104.73	23.77	88.90	148.93	87.32	45.72	67.98	17.83	53.41	55.58	16.44	3.01
JULY 88	101.65	68,615	5,535	11,480	4,055	11,910	23,730	18,135	17,480	5,780	1,820	9,020	8,745	1,570	0
AUGUST 88	114.67	98,605	10,430	14,140	0	18,215	31,100	23,630	0	8,890	1,950	8,550	5,895	1,960	2,160
SEPTEMBER 88	117.08	90,725	2,220	12,695	3,920	11,190	33,780	6,420	0	13,035	1,455	9,465	12,100	3,295	0
OCTOBER 88	112.88	101,555	2,070	13,625	1,695	12,725	53,830	19,870	0	9,485	1,890	5,985	10,015	1,880	1,850
NOVEMBER 88	158.04	93,190	2,160	6,150	6,765	19,220	44,485	31,025	10,485	6,985	1,515	8,575	6,300	1,500	0
DECEMBER 88	114.82	102,360	2,205	10,385	2,035	24,250	30,435	14,675	12,250	9,575	1,675	8,745	2,180	4,620	0
JANUARY 89	118.66	118,445	4,000	18,390	6,275	12,200	14,775	19,925	6,745	9,165	1,770	9,895	6,385	2,450	0
FEBRUARY 89	122.85	118,080	1,735	12,980	6,627	14,550	13,965	9,750	7,460	11,930	1,970	8,780	14,320	2,215	0
MARCH 89	143.57	107,835	2,590	17,935	4,385	13,725	14,735	13,280	3,685	7,410	4,720	9,590	17,130	2,285	2,015
APRIL 89	106.42	110,380	3,890	26,185	2,575	10,305	13,605	6,945	3,800	13,210	12,920	9,115	8,365	4,540	0
MAY 89	129.21	128,885	3,795	45,200	5,105	13,335	13,985	7,010	7,200	18,290	1,895	9,470	11,495	4,235	0
JUNE 89	115.69	100,540	4,750	20,285	4,100	16,180	9,440	3,970	22,340	22,195	2,080	9,625	8,235	2,330	0
AVERAGE	121.29	103,267.92	3,782	17,454	3,961	14,817	24,822	14,553	7,620	11,329	2,972	8,901	9,264	2,740	502
TOTAL (Lbs)		1,239,215	45,380	209,450	47,537	177,805	297,865	174,635	91,445	135,950	35,660	106,815	111,165	32,880	6,025

**DEPARTMENT OF ADMINISTRATION - MATERIALS MANAGEMENT DIVISION - RESOURCE RECOVERY PROGRAM
PAPER RECYCLING SUMMARY REPORT - FOR FISCAL YEAR 1989**

MONTH	NalPak Building 333 Sibley Quantity	Space Center (Labor & Ind.) 443 Lafayette Quantity	Space Center (Human Svcs.) 444 Lafayette Quantity	Space Center DNR HQ 500 Lafayette Quantity	Space Center (D.O.E.R.) 520 Lafayette Quantity	State Office Building 435 Park Quantity	Transportation Building J Ireland Blvd Quantity	Veterans Svc Building 20 W. 12th St Quantity	529 Jackson MN State Retirement Quantity	671 N Robert Dept of Revenue Quantity	Arden Hills Distribution Center Quantity	Mankato State University Quantity	MNDOT Dist. 7 Mankato Quantity	St Cloud State University Quantity	St Peter Regional Trmt. Ctr. Quantity	State Capitol Credit Union (St. Paul) Quantity	Oak Terrace Nursing Home Quantity
TOTAL (Tons)	200.66	7.42	101.32	25.37	37.57	46.69	81.40	7.15	1.11	33.32	71.85	57.15	1.38	39.20	1.44	5.85	0.35
JULY 88	29,415	0	17,680	3,650	5,790	0	8,360	0	0	0	0	9,460	370	9,310	0	0	0
AUGUST 88	21,035	1,700	20,335	3,445	5,580	0	12,130	1,750	2,225	0	0	15,085	320	7,115	0	11,690	0
SEPTEMBER 88	65,275	1,585	18,190	2,095	5,075	0	14,495	1,855	0	0	0	8,810	0	7,195	0	0	0
OCTOBER 88	53,790	1,835	15,395	4,150	7,735	0	7,500	430	0	0	0	0	0	0	0	0	0
NOVEMBER 88	127,485	0	6,760	6,860	3,855	0	10,155	2,520	0	0	0	7,455	290	5,530	0	0	0
DECEMBER 88	32,605	1,785	21,065	4,870	4,735	10,515	9,940	0	0	3,380	0	10,250	580	6,875	0	0	0
JANUARY 89	12,605	0	16,855	0	8,360	22,125	13,505	1,970	0	20,545	12,700	10,255	510	5,920	0	0	0
FEBRUARY 89	22,440	1,830	9,295	6,375	5,535	9,355	30,960	0	0	20,635	14,765	9,465	0	7,075	1,695	0	0
MARCH 89	19,045	2,555	22,825	4,165	9,405	9,400	12,980	2,260	0	22,080	52,815	9,915	460	5,755	0	0	0
APRIL 89	2,545	0	12,680	5,410	5,325	14,995	13,540	1,730	0	0	20,490	10,465	230	8,095	1,180	0	700
MAY 89	0	1,805	21,760	4,560	7,735	16,105	16,280	0	0	0	27,865	12,400	0	8,890	0	0	0
JUNE 89	15,080	1,740	19,805	5,160	6,010	10,885	12,945	1,780	0	0	15,070	10,740	0	6,630	0	0	0
AVERAGE	33,443	1,236	16,887	4,228	6,262	7,782	13,566	1,191	185	5,553	11,975	9,525	230	6,533	240	974	58
TOTAL (Lbs)	401,320	14,835	202,645	50,740	75,140	93,380	162,790	14,295	2,225	66,640	143,705	114,300	2,760	78,390	2,875	11,690	700

APPENDIX B

Summary of State Agency

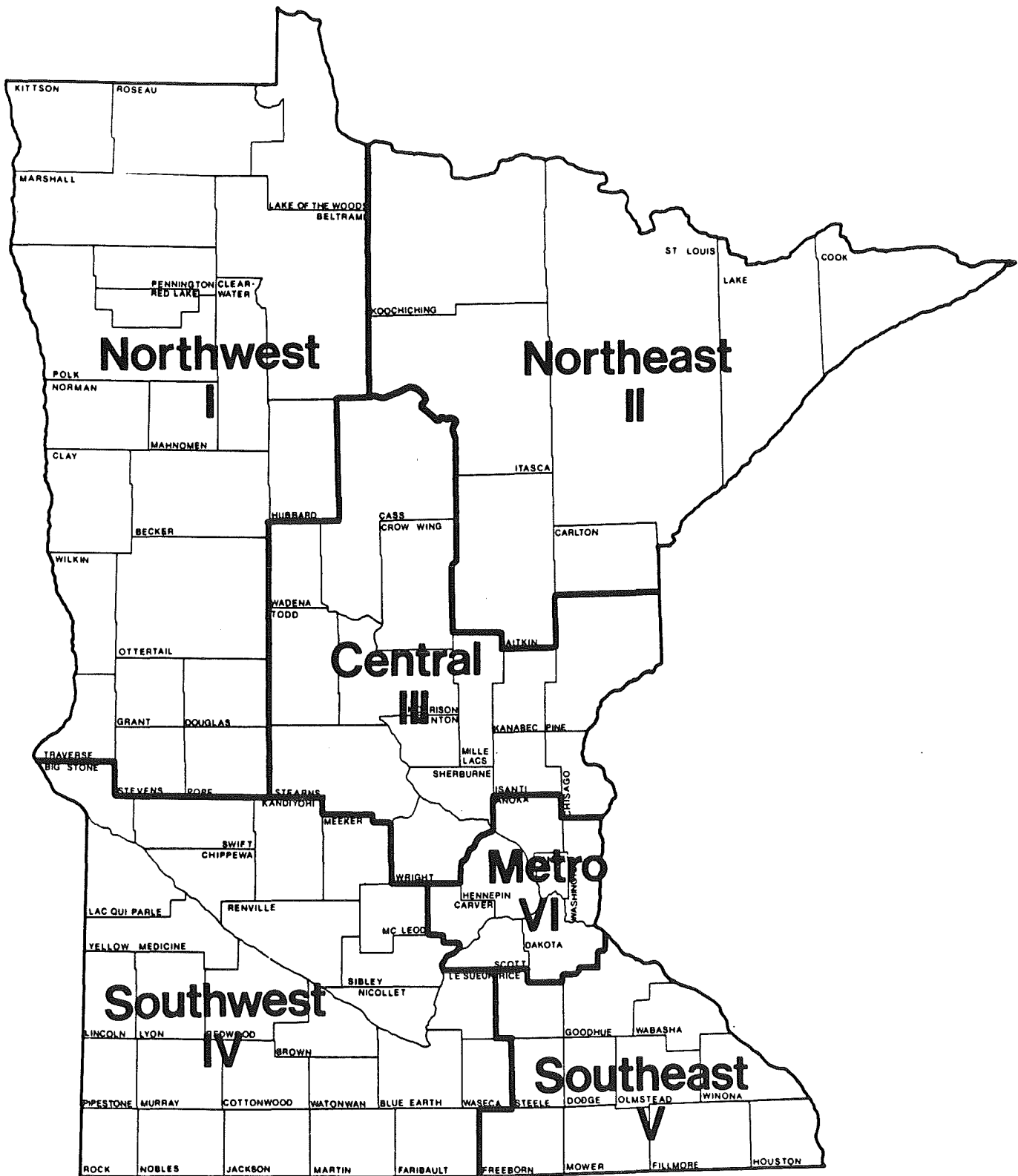
Recycling Activities

A Note on the Summary of State Agency Recycling Activities

The Department notes that this summary is the first attempt of its kind to record recycling activity by agency location throughout the state. To gather this information, the Department relied on agency recycling coordinators, on-site visits, phone calls to agency locations, and personal communications. In its effort to obtain this information, the Department may have inadvertently omitted agency locations. The Department will upgrade this summary as information becomes available to accurately reflect agency recycling activities.

The summary includes a state map divided into six regions. For each region, agency locations and their recycling activities are listed by county.

SIX STATEWIDE COUNTY REGIONS



REGION I

COUNTIES INCLUDED:

**Becker
Beltrami
Clay
Clearwater
Douglas
Grant
Hubbard
Kittson
Lake of the Woods
Mahnomem
Marshall
Norman
Ottertail
Pennington
Polk
Pope
Red Lake
Roseau
Stevens
Traverse
Wilkin**

Region I-Northwest	ADMIN OFC. PAPER CONTRACT PICKUP	ADMIN OFC. PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
3/90							
Becker County:							
Dept. of Jobs & Trng-Detroit Lks., MN				X	X		
MN Pollution Control Agency – Detroit Lakes, MN			X	X	X	X	Other waste includes glass beverage containers.
DOT-Detroit Lakes, MN, District 4A			X	X	X	X	Other waste includes glass.
Dept. of Public Safety-Detroit Lakes, MN			X	X	X		Participating with DOT program.
Military Affairs-OMS, Detroit Lakes, MN						X	Other includes tires, batteries, scrap. In the process of developing plan.
Beltrami County:							
Indian Affairs Council, Bemidji, MN							Will contact Indian Education to participate in program.
Dept. of Health, Bemidji, MN			X	X	X		
Dept. of Revenue, Bemidji, MN							Staff of two people. No formal recycling program.
Dept. of Public Safety, Bemidji, MN					X		Building landlord recycling cans. Will work with DOT for paper.
Dept. of Jobs & Trng., Bemidji, MN			X				Do not generate newspaper at this location.
DNR, 3 locations			X	X	X	X	Other waste includes batteries and scrap metal.
DOT, Bemidji, MN District 2A			X			X	No vendor to pick up newspaper. Do not generage cans at this location. Other includes pallets.
Bemidji State University			X	X	X	X	Other waste includes corrugated.
Dept. of Educ., Indian Educ., Bemidji, MN			X	X	X	X	Other includes corrugated.
Bd. of Water & Soil Resources, Bemidji, MN							Staff of two; do not recycle.

Region I-Northwest	ADMIN OFC. PAPER CONTRACT PICKUP	ADMIN OFC. PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
3/90							
Clay County:							
Dept. of Revenue, Moorhead, MN							
Dept. of Public Safety, Moorhead, MN							Will contact Jobs & Training to work with their program.
Dept. of Jobs & Trng., Moorhead, MN			X	X	X		
Nat'l Guard Armory, Bemidji, MN				X	X		In the process of developing plan.
Nat'l Guard Armory, Moorhead, MN			X		X		In the process of developing plan.
DNR, Glyndon, MN			X	X	X		
Moorhead State University			X		X	X	No market in the area for newsprint. Other waste includes oil and batteries.
Clearwater County:							
DNR, Lake Itasca, MN			X	X	X		
Douglas County:							
Nat'l Guard Armory, Alexandria, MN			X		X	X	In the process of developing plan. Other waste includes corrugated.
Dept. of Public Safety, Alexandria, MN							Office open two days a week; all paper eventually recycled at Public Safety Warehouse.
Dept. of Jobs & Trng., Alexandria, MN			X	X	X		
DNR, Carolos, MN							
Grant County:							

Region I-Northwest	ADMIN OFC. PAPER CONTRACT PICKUP	ADMIN OFC. PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
3/90							
Hubbard County:							
Dept. of Jobs & Trng., Park Rapids, MN			X				No recycling program available.
Nat'l Guard Armory, Park Rapids, MN							In the process of developing plan.
DOT, Park Rapids, MN						X	This location is a truck center. Do not generate volumes of paper and cans. Other includes oil.
Dept. of Public Safety, Park Rapids, MN			X		X		
DNR, Park Rapids, MN			X		X		No market in the area for newspaper.
Kitson County:							
DNR, Lake Bronson, MN			X	X	X		
Lake of the Woods County:							
Mahnomen County:							
DNR, Waubun, MN			X	X	X		
Marshall County:							
DNR, Argyle, MN			X	X	X		
Norman County:							

Region I--Northwest	ADMIN OFC. PAPER CONTRACT PICKUP	ADMIN OFC. PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
3/90							
Ottertail County:							
Dept. of Health, Fergus Falls, MN							Will be participating with Fergus Falls Regional Trmt. Center.
Nat'l Guard Armory, Fergus Falls, MN							In the process of developing plan.
Dept. of Public Safety, Fergus Falls, MN					X		Working on getting paper recycling started.
Fergus Falls Community College			X	X	X		
Dept. of Jobs & Trng., Fergus Falls, MN			X	X	X		
DNR, Fergus Falls, MN			X				Do not generate volumes of newspaper or beverage cans.
DNR, Pelican Rapids, MN			X	X	X		
Fergus Falls Reg. Trmt. Ctr.			X		X		No market in the area for newspaper.
Pennington County:							
DOT, District 2B					X	X	In the process of coordinating a vendor and equipment for paper. Other includes oil.
Dept. of Public Safety, Thief River Falls, MN			X	X	X	X	Other waste includes corrugated, oil, tires, and batteries.
Northland Comm. Clg., Thief River Falls, MN			X	X	X	X	Other waste includes corrugated.
Dept. of Jobs & Trng., Thief River Falls, MN							Lessor recycles.
DNR, Thief River Falls, MN			X		X		Do not generate volume of newspaper.

Region I-Northwest	ADMIN OFC. PAPER CONTRACT PICKUP	ADMIN OFC. PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
3/90							
Polk County:							
Dept. of Jobs & Trng., Crookston, MN					X		
U of M, Crookston, MN						X	Other includes motor oil, food oils, chemical waste.
Nat'l Guard Armory, Crookston, MN							In the process of developing plan.
Dept. of Jobs & Trng., E. Grand Forks							Lessor recycles.
DOT, Crookston, MN Dist. 2B					X	X	In the process of coordinating vendor & equipment for paper. Other includes oil.
MN Travel Information Ctr. Crookston, MN							Information not available at this time.
Pope County:							
DNR, Starbuck, MN			X	X	X		
Red Lake County:							
Roseau County:							
Dept. of Jobs & Trng., Roseau, MN			X		X		Newsprint not generated at this location.
DNR, Roseau, MN			X	X	X		

Region I-Northwest	ADMIN OFC. PAPER CONTRACT PICKUP	ADMIN OFC. PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
3/90							
Stevens County:							
Nat'l Guard Armory, Morris, MN							In the process of developing plan.
Dept. of Public Safety, Morris, MN							Office open one day a week; all paper eventually recycled at Public Safety Whse.
DNR, Morris, MN							Information not available at this time.
DOT, Morris, MN District 4B					X	X	Paper is burned for fuel source. Other includes corrugated, scrap metal, tires, batteries, oil, sign posts.
U of M, Morris, MN					X	X	Paper recycling program being developed. Other includes motor oil.
Traverse County:							
Wilkin County:							

REGION II

COUNTIES INCLUDED:

**Aitkin
Carlton
Cook
Itasca
Koochiching
Lake
St. Louis**

Region II–Northeast

3/90

ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
--	---	-----------------	---------------	-------------	----------------	----------

Aitkin County:

DNR, McGregor, MN			X		X	Do not generate volumes of newsprint.
Nat'l Guard Armory, Aitkin, MN					X	In the process of developing plan.

Carlton County:

MCF–Willow River, Mooselake, MN					X	Office paper and newsprint is burned.
Fond Du Lac Comm. Clg. Center, Cloquet, MN			X			Do not generate volumes of newsprint. Do not generate beverage cans.
Military Affairs – OMS Cloquet, MN						X Other includes batteries, tires, scrap metal.
Dept of Jobs & Trng., Cloquet, MN						Lessor recycles.
Dept. of Jobs & Trng., Mooselake, MN			X	X	X	Participates with Mooselake Reg. Trmt. Ctr.
DNR, Carlton, MN			X		X	Do not generate volumes of newsprint.
DNR, Cloquet, MN			X		X	Do not generate volumes of newsprint.
DNR, Mooselake, MN – 2 locations			X		X	Do not generate volumes of newsprint.
Mooselake Reg. Trmt. Ctr.					X	X No market for paper. Other waste includes tires and silver from X-ray films and solutions.
Higher Education Learning Ctr., Cloquet, MN						No market in the area for office paper, newsprint, cans.

Region II-Northeast

3/90

ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
--	---	-----------------	---------------	-------------	----------------	----------

Cook County:

DNR, Grand Marais, MN					X	No market available for office paper and newsprint.
DNR, Lutsen, MN					X	No market available for office paper and newsprint.
DNR, Schroeder, MN					X	No market available for office paper and newsprint.

Itasca County:

Nat'l Guard Armory, Grand Rapids, MN						In the process of developing plan.
Dept. of Public Safety, Grand Rapids, MN						Office open three days a week. All paper eventually recycled at Public Safety Warehouse.
DOT, District 2B					X	This location is a truck center. Do not generate volumes of paper, cans. Other includes oil.
U of M, Grand Rapids, MN					X	Other includes motor oil. Collect chemical waste for proper disposal.
MCF-Thistledew Camp, Togo, MN					X	Office paper and newsprint is burned as fuel for heat.
Arrowhead Comm Clg. Grand Rapids, MN			X	X	X	Other includes corrugated.
Itasca Comm. Clg., Grand Rapids, MN			X	X	X	Other includes corrugated.
Dept. of Jobs & Trng. Grand Rapids, MN						
Job Service			X	X	X	

Region II–Northeast 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Voc. Rehab.			X		X		
DNR, Bigfork, MN							Information not available at this time.
DNR, Grand Rapids, MN – 2 locations			X	X	X	X	Other waste includes lubricants, plastics, batteries, scrap metals, tires, glass.
DNR, Deer River, MN			X		X		Do not generate volumes of newsprint.
Koochiching County:							
Rainy River Comm. Clg., Int'l Falls, MN					X		No vendor in the area for office paper and newsprint.
Dept. of Jobs & Trng., Int'l Falls, MN							No market in the area for paper or beverage cans.
DNR, Little Fork, MN					X		No market available for office paper and newsprint.
Citizens Council on Voyagers Nat'l Park, Int'l Falls, MN							No market in the area for office paper, newsprint, and cans.
MN Travel Info. Ctr., Int'l Falls, MN					X		No market for paper. Cans recycled by employees.
Lake County:							
DNR, Finland, MN				X	X		No market available for office paper.
DNR, Two Harbors, MN–2 locations					X		No market available for office paper and newsprint.
DNR, Silver Bay, MN					X		No market available for office paper and newsprint.
St. Louis County:							
Nat'l Guard Armory, Hibbing, MN					X		In the process of developing plan.
Nat'l Guard Armory, Virginia, MN							In the process of developing plan.
Nat'l Guard Armory, Duluth, MN					X		In the process of developing plan.
Nat'l Guard Armory, Chisholm, MN					X		In the process of developing plan.

Region II-Northeast 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Dept. of Revenue, Ely, MN					X		Employees recycle cans at home.
Dept. of Health, Virginia, MN					X		Staff of two people. No local program to recycle paper.
Dept. of Public Safety, Virginia, MN							Office open only three days a week, all paper eventually recycled at Public Safety Warehouse.
Dept. of Health, Duluth, MN			X	X	X		
U of M, Duluth, MN			X		X	X	No local market for newspaper. Office paper recycled in Admin. Bldg. Other includes oil, yard waste, composting, corrugated.
Hibbing Comm. Clg., Hibbing, MN					X		Have not initiated recycling program.
Mesabi Comm. Clg., Virginia, MN			X	X	X		
Vermillion Comm. Clg., Ely, MN			X	X	X		
Dept. of Jobs & Trng., Duluth, MN			X	X	X		
Dept. of Jobs & Trng., Ely, MN					X		No market in the area for paper.
Dept. of Jobs & Trng., Hibbing, MN							No market in the area for paper.
Dept. of Jobs & Trng., Virginia, MN			X	X	X		
MN Pollution Control Agency, Duluth, MN			X	X	X	X	Other waste includes glass.
DNR, Ely, MN			X	X	X		
DNR, Hibbing, MN-2 Loc.			X		X		
DNR, Orr, MN							Information not available at this time.
DNR, Soudan, MN			X		X		Do not generate volumes of newsprint.
DNR, Duluth, MN			X		X		Do not generate volumes of newsprint.
DOT, Duluth, MN, District 1A			X	X	X	X	Other includes batteries, iron, aluminum.
DOT, Virginia, MN, District 1B					X	X	Looking for a vendor paper vendor. Other includes oil.
IRRRB, Eveleth, MN					X	X	Other includes oil, tires, and solvents. No market for office paper and newspaper.

Region II-Northeast 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
IRRRB, Biwabik, MN					X	X	Other includes oil, tires, and solvent. No market for office paper and newspaper.
Iron Range Research Ctr., Chisholm, MN					X	X	Other includes silver recovered from photographic materials. No market for office paper/news.
Iron World, U.S.A. Chisholm, MN					X		No market for office paper/newspaper.
Dept. of Revenue, Duluth, MN			X		X		
Dept. of Agriculture, Duluth, MN							Program in the process of being developed. developed.
Dept. of Educ., Indian Educ., Duluth, MN					X		Will contact PCA to participate in building program.
Dept. of Labor & Industry, Duluth, MN			X		X		
Dept. of Revenue, Eveleth, MN					X		
MN Travel Info. Ctr., Eveleth, MN							Do not recycle paper or cans. Organized program not available.
MN Travel Info. Ctr., Duluth, MN							Do not recycle paper or cans. Organized program not available.
Dept of Public Safety, Duluth, MN			X	X	X		
Dept. of Public Safety, Duluth-located in DOT Bldg.			X	X	X		Participating with DOT program.
Dept. of Public Safety, Eveleth, MN							Working with IRRRB to develop program.
Bd. of Water & Soil Resources, Duluth, MN			X		X	X	Staff of three people. Other includes corrugated.

REGION III

COUNTIES INCLUDED:

**Benton
Cass
Chisago
Crow Wing
Isanti
Kanabec
Mille Lacs
Morrison
Pine
Sherburne
Stearns
Todd
Wadena
Wright**

Region III – Central 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Benton County:							
Cass County:							
DNR, Backus, MN			X		X		
Ah-Gwah-Ching Nursing Home				X	X	X	Planning to recycle office paper. Other waste includes scrap metal and silver from X-ray films.
Chisago County:							
DNR, Taylors Falls, MN			X		X		Do not generate volumes of newsprint.
Crow Wing County:							
Bd. of Water & Soil Resources, Brainerd, MN			X				Staff of two people. Do not generate newspaper or beverage cans.
Dept. of Revenue, Brainerd, MN			X		X		
Nat'l Guard Armory, Brainerd, MN							In the process of developing plan.
Dept. of Labor & Industry, Brainerd, MN			X	X	X		Participating in DNR's program.
Brainerd Comm. Clg., Brainerd, MN			X	X	X		
Dept. of Jobs & Trng., Brainerd, MN			X	X			Paper is shredded and sent to local kennel for bedding.
Brainerd Reg. Trmt. Ctr.			X		X		No market for newspaper.
MN Pollution Control Agency, Brainerd, MN			X	X	X		
DNR, Brainerd, MN 3-locations			X	X	X	X	Other waste includes lubricants, tires, scrap metals.
DOT, Brainerd, MN, District 3A							Information not available at this time.
Dept. of Public Safety, Brainerd, MN					X		Working with DOT to establish paper recycling; cans donated to local youth group.

Region III – Central 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Isanti County:							
Cambridge Comm. Clg. Center, Cambridge, MN			X		X		Do not generage volumes of newspaper.
Dept. of Jobs & Trng., Cambridge, MN			X	X	X		
Cambridge Reg. Trmt. Ctr.			X		X	X	No market for newspaper. Other waste includes oil, tires, batteries, bones, tallow, grease, scrap metal, glass, X-ray film.
Kanabec County:							
DNR, Mora, MN							Information not available at this time.
Dept. of Jobs & Trng., Mora, MN			X	X			
Mille Lacs County:							
DNR, Isle, MN					X		
DNR, Onamia, MN – 2 locations					X		
Nat'l Guard Armory, Milaca, MN							In the process of developing plan.
Nat'l Guard Armory, Princeton, MN							In the process of developing plan.
Morrison County:							
Dept. of Public Safety, Little Falls, MN							
Dept. of Jobs & Trng., Little Falls, MN							
Job Service							
Voc. Rehab.							
Dept. of Military Affairs, Camp Ripley			X	X	X	X	Other waste includes glass, corrugated, pallets, scrap metal, batteries, tires, desks.
DNR, Little Falls, MN			X		X		

Region III – Central 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Pine County:							
Nat'l Guard Armory, Pine City, MN			X		X	X	Other waste includes corrugated. In the process of developing plan.
Dept. of Public Safety, Pine City, MN							Office open 1 day a week; paper eventually recycled at Public Safety Warehouse.
DOT, Sandstone, MN						X	This location is a truck center. Do not generate volumes of paper and cans. Other includes oil.
DNR, Hinckley, MN			X		X		Do not generate volumes of newsprint.
DNR, Sandstone, MN			X		X		Do not generate volumes of newsprint.
DNR, Willow River, MN						X	Other waste includes scrap metal and lubricants.
Sherburne County:							
Dept. of Health, St. Cloud, MN			X		X		Newspaper used for packaging material.
Stearns County:							
Nat'l Guard Armory, St. Cloud, MN					X		In the process of developing plan.
Nat'l Guard Armory, Sauk Centre, MN							In the process of developing plan.
Dept. of Revenue, St. Cloud, MN							Planning to participate in local program.
MCF–Sauk Centre, Sauk Centre, MN			X	X	X	X	Other includes corrugated.
MCF–St. Cloud, St. Cloud, MN			X	X	X	X	Other includes corrugated and tin cans.
Dept. of Jobs & Trng., St. Cloud, MN			X	X	X		
St. Cloud State University	X		X	X	X	X	Other waste includes corrugated, scrap, metal, batteries, grease, and food cans.
DOT–St. Cloud, District 3B			X	X	X	X	Other waste includes oil, scrap, metal, barrels.
Dept. of Public Safety, St. Cloud, MN					X		Cans donated to local charity. Paper burned for heat source.

Region III – Central 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Dept. of Public Safety, St. Cloud– Ofc. in DOT Bldg.			X	X			Working with DOT program.
Todd County:							
Nat'l Guard Armory, Long Prairie, MN							In the process of developing plan.
Dept. of Jobs & Trng., Staples, MN							Information not available at this time.
Wadena County:							
Nat'l Guard Armory, Wadena, MN					X		In the process of developing plan.
Dept. of Jobs & Trng., Wadena, MN							Information not available at this time.
Div. of Rehab. Services							
Dept. of Public Safety, Wadena, MN					X		Office open two days a week; Cans recycled by employee; paper is presently burned.
Wright County:							
DNR, Monticello, MN			X		X		Do not generate volumes of newsprint.

REGION IV

COUNTIES INCLUDED:

**Big Stone
Blue Earth
Brown
Chippewa
Cottonwood
Faribault
Jackson
Kandiyohi
Lac qui Parle
LeSueur
Lincoln
Lyon
Martin
McLeod
Meeker
Murray
Nicollet
Nobles
Pipestone
Redwood
Renville
Rock
Sibley
Swift
Waseca
Watonwan
Yellow Medicine**

Region IV Southwest 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Bigstone County:							
DNR-Ortonville, MN-2 loc.			X	X	X		
Nat'l Guard Armory, Ortonville, MN							In the process of developing plan.
Blue Earth County:							
Nat'l Guard Armory, Mankato, MN							In the process of developing plan.
Dept. of Health, Mankato, MN			X	X	X		
Dept of Jobs & Trng, Mankato, MN			X	X	X		
DNR, Mankato, MN-2 loc.					X		
Mankato State University	X		X	X	X		
DOT-Mankato, MN, District 7A	X		X	X	X	X	Other waste includes iron.
DTED, Southern MN Tourism Assoc.- Mankato, MN			X		X		Do not generate quantities of newspaper.
Dept. of Public Safety-Mankato, MN			X	X	X		
Dept. of Labor & Industry, Mankato, MN					X		Staff recycles beverage cans at home.
Brown County:							
Dept of Jobs & Trng-New Ulm, MN			X	X	X		
DNR-New Ulm, Mn - 3 loc.			X	X	X	X	Other waste incldues lubricants, tires, batteries, scrap metal.
Nat'l Guard Armory, New Ulm, MN			X		X		In the process of developing plan.
Chippewa County:							
Dept of Jobs & Trng-Montevideo, MN							Information not available at this time.
DNR-Montevideo, MN					X		Information on office paper and newsprint not available at this time.
National Guard Armory, Montevideo, MN							In the process of developing plan.

Region IV Southwest 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Cottonwood County:							
Nat'l Guard Armory, Windom, MN					X		In the process of developing plan.
DOT-Windom, MN District 7B			X	X	X	X	Other waste includes oil, scrap, metals, aluminum.
Faribault County:							
Jackson County:							
Nat'l Guard Armory, Jackson, MN							In the process of developing plan.
Kandiyohi County:							
Dept. of Public Safety, Willmar, MN							Office open 2 days per week. All paper eventually recycled at Public Safety Warehouse.
Willmar Community College			X	X	X	X	Other includes corrugated.
Dept of Jobs & Trng., Willmar, MN			X	X	X		
DNR-New London, MN			X		X		Do not generate volumes of newsprint.
DNR-Spicer, MN			X		X		Do not generate volumes of newsprint.
DNR-Sunburg, MN			X		X		Do not generate volumes of newsprint.
DNR-Willmar, MN							Information not available at this time.
Willmar Reg. Trmt Ctr			X	X	X	X	Other waste includes corrugated and plastics.
DOT-Willmar, MN - District 8			X	X	X		
Bd. of Animal Health, Willmar, MN							Small office; do not recycle.
Lac Qui Parle County:							
Nat'l Guard Armory, Dawson, MN					X		In the process of developing plan.
Nat'l Guard Armory, Madison, MN					X		In the process of developing plan.
DNR-Madison, MN			X		X		Do not generate volumes of newsprint.

Region IV Southwest 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Le Sueur County:							
DNR-Waterville, MN							Information not available at this time.
Lincoln County:							
Lyon County:							
Bd. of Water & Soil Resources, Marshall, MN					X		Staff of two people. No market for paper.
Dept. of Health, Marshall, MN			X	X	X		
Nat'l Guard Armory, Marshall, MN							In the process of developing plan.
Nat'l Guard Armory, Tracy, MN							In the process of developing plan.
Dept. of Revenue, Marshall, MN							Staff of two people. No formal recycling program.
Dept of Jobs & Trng.-Marshall, MN			X	X	X		
MN Pollution Control Agency- Marshall, MN			X	X	X	X	Other waste includes glass and tin cans.
DNR, Lynd, MN					X		Do not generate volumes of office paper and newsprint.
Southwest St. Univ.-Marshall, MN			X	X	X		
DOT-Marshall, MN - District 8B							This location is a truck center. Do not generate volumes of paper and cans.
Dept. of Public Safety, Marshall, MN							Waste is picked up by the DOT. Will tie in with that program when it is implemented.
Martin County:							
Nat'l Guard Armory, Fairmont, MN							In the process of developing plan.
State University System, Fairmont MN							
Dept of Jobs & Trng-Fairmont, MN				X	X		No recycler for office paper in the area. Newspaper donated to Boy Scouts.

Region IV Southwest 3/90	ADMIN	ADMIN					
	OFC PAPER CONTRACT PICKUP	OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
McLeod County:							
Nat'l Guard Armory, Hutchinson, MN					X		In the process of developing plan.
Dept of Jobs & Trng., Glencoe, MN							No information available at this time.
Dept. of Jobs & Trng., Hutchinson, MN			X	X	X	X	Other waste includes glass and plastics.
DNR-Hutchinson, MN			X	X	X		
Meeker County:							
Nat'l Guard Armory, Litchfield, MN							In the process of developing plan.
Murray County:							
DNR-Slayton, MN							No information available at this time.
DNR-Currie, MN					X		Information on office paper and newsprint not available at this time.
Nicollet County:							
Nat'l Guard Armory, St. Peter, MN					X		In the process of developing plan.
St. Peter Reg. Trmt. Ctr.	X		X	X	X	X	Other waste includes scrap metal.
Dept. of Jobs & Trng., St. Peter, MN			X	X	X		Participating with St. Peter Reg. Trmt. Ctr.
Nobles County:							
Nat'l Guard Armory, Worthington, MN					X		In the process of developing plan.
Dept. of Public Safety, Worthington, MN							Office open 1 day per week. Paper eventually recycled at Public Safety Warehouse.
Dept. of Revenue, Worthington, MN							Staff of two people. No formal recycling program.
Worthington Community College			X		X	X	Other waste includes corrugated.
Dept of Jobs & Trng.-Worthington, MN							

Region IV Southwest 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Pipestone County:							
DNR-Jasper, MN					X		Information on office paper and newsprint not available at this time.
Nat'l Guard Armory, Pipestone, MN							In the process of developing plan.
Redwood County:							
Renville County:							
DNR, Fairfax, MN					X		Information on office paper and newsprint not available at this time.
Rock County:							
Nat'l Guard Armory, Luverne, MN					X		In the process of developing plan.
Trade & Economic Dev., Beaver Creek, MN							
DNR-Luverne, MN					X		Information on office paper and newsprint not available at this time.
MN Travel Info. Ctr Beaver Creek, MN							No market for paper or cans.
Sibley County:							
Dept of Jobs & Trng.-Winthrop, MN							Information not available at this time.
Swift County:							
Nat'l Guard Armory, Madison, MN							In the process of developing plan.
Nat'l Guard Armory, Bensen, MN							In the process of developing plan.
Waseca County:							
U of M, Waseca, MN			X				Do not generate significant volumes of newspaper.

Region IV Southwest 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Watonan County:							
DNR-Madelia, MN					X	X	Other waste includes lubricants.
Yellow Medicine County:							
DNR-Granite Falls, MN					X		Information on office paper and newsprint not available at this time.

REGION V

COUNTIES INCLUDED:

**Dodge
Fillmore
Freeborn
Goodhue
Houston
Mower
Olmsted
Rice
Steele
Wabasha
Winona**

Region V–Southeast 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Dodge County:							
Fillmore County:							
MN Travel Info. Ctr–Lecrest, MN							No market available for paper or cans.
DNR–Preston, MN					X		Do not generate volume of office paper and newsprint.
Freeborn County:							
Nat'l Guard Armory, Albert Lea, MN					X	X	In the process of developing plan. Other waste includes corrugated.
Trade & Economic Dev., Albert Lea, MN							
DOT, District 6A, Albert Lea, MN						X	This location is a truck center. Do not generate volumes of paper and cans. Other includes oil.
Dept of Jobs & Trng., Albert Lea, MN				X	X		No office paper recycler in the area.
DNR–Albert Lea, MN					X		Do not generate volumes of office paper and newsprint.
MN Travel Info. Ctr–Glenville, MN				X	X		Small office; do not generate volumes of office paper.
TTC Albert Lake, Glenville, MN							
Goodhue County:							
Nat'l Guard Armory, Red Wing, MN							In the process of developing plan.
MCF–Red Wing, MN			X	X	X	X	Other waste includes corrugated.
Dept of Jobs & Trng., Red Wing, MN			X	X			
Houston County:							
DNR–Caledonia, MN					X		Do not generate volumes of office paper and newsprint.

Region V–Southeast 3/90	ADMIN	ADMIN					
	OFC PAPER CONTRACT PICKUP	OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Mower County:							
Nat'l Guard Armory, Austin, MN					X		In the process of developing plan.
U of M, Austin, MN			X	X	X	X	Other includes glass, plastics, and corrugated.
Austin Community College							Vendor in the area will not provide pick up service for recyclables at this time.
Dept of Jobs & Trng.–Austin, MN			X	X			
DNR–Leroy, MN					X		Do not generate volumes of office paper and newsprint.
Military Affairs–OMS, Austin, MN					X	X	In the process of developing plan. Other waste includes batteries, tires, scrap metal.
Dept. of Public Safety–Austin, MN			X	X	X		

Region V–Southeast 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Olmstead County:							
Dept. of Agriculture, Rochester, MN							
Dept. of Health, Rochester, MN			X	X	X		
Armed Forces Center, Rochester, MN							In the process of developing plan.
Dept. of Revenue, Rochester, MN							
State Univ. System							
U of M, Rochester, MN					X		Cans recycled by individuals.
Rochester Comm. Clg.			X	X	X		
Dept of Jobs & Trng.–Rochester, MN			X	X	X		
DNR–Rochester, MN			X		X	X	Other waste includes lubricants, batteries, tires, scrap metals.
DOT–Rochester, MN, Dist. 6A				X	X	X	Other includes paint drums, aluminum, corrugated, oil, batteries.
Bd. of Water & Soil Resources, Rochester, MN							Staff of one person. Do not recycle.
MN Higher Educ.Coord.Bd.–Rochester							
Reg. Svc Ctr For Hearing Impaired– Rochester, MN							Small office; eight employees. Do not recycle paper or cans.
Dept. of Public Safety–Rochester, MN			X		X		Do not generate volumes of newsprint.
Dept. of Public Safety–Rochester, located in DOT Bldg.			X	X	X		
MN Pollution Control Agency – Rochester, MN			X	X	X	X	Other waste includes glass beverage containers.

Region V–Southeast 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Rice County:							
Dept. of Health, Faribault, MN			X	X	X		
Nat'l Guard Armory, Faribault, MN							In the process of developing plan.
Nat'l Guard Armory, Northfield, MN							In the process of developing plan.
DNR, Faribault, MN				X	X		
MCF–Faribault, MN			X	X	X	X	Other waste includes corrugated.
Dept of Jobs & Trng.–Faribault MN 2 locations							
Voc. Rehab.			X	X	X		
Job Service			X	X	X	X	Other waste includes plastics.
DNR–Nerstrand, MN					X		Do not generate volumes of office paper and newsprint.
Faribault Reg. Trmt. Ctr.			X		X	X	No market for newspaper. Other waste includes grease.
Residential Academies, Faribault, MN			X	X	X	X	Other waste includes corrugated.
Dept. of Educ. Library f/t Blind/ Handicapped, Faribault, MN			X	X	X	X	Other waste includes corrugated.
Steele County:							
Nat'l Guard Armory, Owatonna, MN							In the process of developing plan.
Dept. of Public Safety, Owatonna, MN							Office open one day a week; paper eventually recycled at Public Safety Warehouse. No cans.
Dept of Jobs & Trng.–Owatonna, MN							
DNR–Owatonna, MN							Information not available at this time.
DOT–Owatonna, MN – Dist. 6B						X	Looking for a vendor for paper and cans. Other includes scrap iron, oil, steel.

Region V–Southeast 3/90	ADMIN	ADMIN					
	OFC PAPER	OFC PAPER	OFFICE	NEWS	BEV	OTHER	
	CONTRACT	SATELLITE	PAPER	PRINT	CANS	WASTE	COMMENTS
	PICKUP	PICKUP					
Wabasha County:							
DNR–Lake City, MN–2 loc.			X	X	X		
DNR–Planview, MN						X	Do not generate volumes of office paper and newsprint.
Winona County:							
Dept of Jobs & Trng.–Winona, MN			X	X	X	X	Other waste inculdes corrugated and plastics.
DNR–Altura, MN			X		X		Do not generate volumes of newsprint.
DNR–Lewiston, MN			X	X	X		
DNR–Winona, MN					X		No information for paper available at this time.
Winona State University			X	X	X	X	Other waste includes corrugated.
DOT, Dist. 6A, Winona, MN			X	X	X		
Nat'l Guard Armory, Winona, MN							In the process of developing plan.

REGION VI

COUNTIES INCLUDED:

**Anoka
Carver
Dakota
Hennepin
Ramsey
Scott
Washington**

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Anoka County:							
MWCC–Anoka Trmt. Plant				X	X		Newsprint and cans recycled by staff.
MCF–Lino Lakes			X	X	X	X	Other includes corrugated; working on paper.
Anoka Ramsey Community College Coon Rapids, MN			X				Do not generate beverage cans at this location; not enough volumes of newsprint to recycle.
Dept. of Jobs & Trng., Fridley, MN			X		X		
Nat'l Guard Armory, Anoka, MN							In the process of developing plan.
Anoka Reg. Trmt. Ctr.			X	X	X		
Dept. of Public Safety, Driver's Exam. Station, Arden Hills, MN			X	X	X		Office paper and newsprint picked up by Public Safety Whse. truck on monthly basis. Cans recycled for coffee fund.
Dept. of Public Safety, State Patrol Trn. Ctr., Arden Hills			X	X	X		Office paper and newsprint picked up by Public Safety Whse. truck. Cans recycled for petty cash.
Carver County:							
MWCC–Chaska Trmt. Plant				X	X		Newsprint and cans recycled by staff.

Region VI – Metro

3/90

ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
--	---	-----------------	---------------	-------------	----------------	----------

Dakota County:

Inver Hills Community College, Inver Grove Hts., MN			X	X	X	X	Other includes corrugated.
Dept of Jobs & Trng., Inver Grove Hts., MN			X	X	X		
MN Veterans Home–Hastings, MN			X	X	X		
DNR–Hastings, MN – 2 Locations			X		X		Do not generate volumes of newsprint.
Nat'l Guard Armory, Hastings, MN					X		In the process of developing plan.
MN Zoological Gardens, Apple Valley			X	X	X	X	Other waste includes corrugated, tin, oil, batteries, tires.
Dept. of Public Safety–Hastings, MN			X	X	X		
Dept. of Public Safety, Eagan, MN			X	X	X		Office paper and newsprint picked up by Public Safety Whse. truck. Cans recycled for coffee fund.
MWCC–Empire Trmt. Plant					X		Cans recycled by staff.
MWCC–Hastings Trmt. Plant					X		Cans recycled by staff.
MWCC–Rosemount Trmt. Plant					X		Cans recycled by staff.
MWCC–Seneca Trmt. Plant					X		Cans recycled by staff.

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Hennepin County:							
Dept. of Public Safety, Mpls., MN			X	X	X		Office paper and newsprint picked up by whse. truck on monthly basis. Cans are recycled by employee.
Dept. of Public Safety, Plymouth, MN			X	X	X		Office paper and newsprint picked up by Public Safety Whse. truck. Cans are recycled for petty cash.
Dept. of Public Safety, Golden Valley, MN.			X	X	X		Working with DOT recycling program. Do not generate volumes of newsprint. Other includes corrugated.
Minneapolis Community College			X		X	X	
Normandale Community College, Bloomington, MN							Have not initiated recycling program.
No. Hennepin Comm. Clg., Mpls., MN					X	X	Working with county fire marshall to secure paper containers to meet fire codes.
Dept. of Jobs & Trng, Bloomington, MN			X	X	X		
Dept. of Jobs & Trng., Crystal, MN				X	X		
Dept. of Jobs & Trng., Mpls., MN							
Jobs & Trng., -209-311 2nd Ave., S. Mpls., MN			X				
Dept. of Jobs & Trng., Minnetonka, MN			X		X		
Dept. of Jobs & Trng, Spring Lk. Pk., MN			X		X		
Dept. of Military Affairs, Mpls., MN							In the process of developing plan.
Nat'l Guard Armory, Inver Grove Hgts., MN							In the process of developing plan.
Nat'l Guard Armory, Bloomington, MN							In the process of developing plan.
Nat'l Guard Armory, Brooklyn Pk., MN							In the process of developing plan.
DOT-Golden Valley, MN, Dist. 5	X		X	X	X	X	Other waste includes toluene.
Law Enforcement Trng., Ctr., Edina, MN			X	X	X		
Dept. of Revenue, Edina, MN			X		X		
Dept of Revenue, Brooklyn Ctr, MN			X		X		
MN Racing Comm., Eden Prairie, MN			X	X			Staff of eight; paper recycled by employees. Do not generate volumes of beverage cans.

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Admin. Hearings Ofc., Mpls., MN			X	X	X		
Metropolitan Airport Comm., Mpls, MN						X	Bid for paper in process. Do not generate volumes of cans. Other includes oil and batteries.
Health Promotion-717 Delaware	X		X	X	X		
Dept. of Agric.,- Minneapolis Grain Exchange Bldg.			X				Newsprint and beverage cans recycling not offered by building service.
State Public Defender, Mpls., MN			X	X	X		
MN Veterans Home, Mpls., MN		X	X	X			
Oak Terrace N.H., Minnetonka, MN	X		X			X	Other waste includes telephone books. Facility will close January 1991.
MN Dept. of Health-Mpls., MN	X		X	X	X	X	Other waste includes corrugated.
U of M, Twin Cities Campus			X	X	X	X	Other includes glass, tin cans, phone books, yard waste, bound ledger books, & corrugated.
Ramsey County:							
Inver Hills Oneida Lrng. Ctr., St. Paul, MN							Staff of six. Do not recycle paper or beverage cans.
Lakewood Comm. Clg., White Bear Lk., Dept of Jobs & Trng.-5 loc. North St. Paul, MN			X		X	X	Do not generate volumes of newsprint. Other waste includes corrugated.
Voc-Rehab. E. Bldg., Energy Pk. Drive, St. Paul, MN			X		X		
T.V.I. Ofc., St. Paul, MN			X				Participating with T.V.I. program.
White Bear Lk., MN							
West St. Paul, MN			X	X	X		
DNR – Fort Snelling St. Pk., St. Paul, MN			X		X		Do not generate volumes of newsprint.
MN World Trade Ctr. Corp. 1300 Meritor Tower, St. Paul, MN			X	X			Do not generate volumes of beverage cans.

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
The following are serviced by the Resource Recovery Program in Ramsey County:							
Dept. of Administration–St. Paul, MN 13 locations	X	X	X	X	X	X	
Admin. Bldg–50 Sherburne Ave.	X		X	X	X	X	Other waste includes glass and laser toner cartridges.
Centennial Bldg.–658 Cedar Ave.	X		X	X	X		
Metro Sq. Bldg.–7th & Robert St.	X		X	X	X		
DOT Bldg.–John Ireland Blvd.	X		X	X	X		
Nalpak Bldg.–333 Sibley–2 offices	X		X	X	X		
Travel Mgmt/Central Stores Bldg.		X	X	X	X		
Ford Bldg–117 Univ. Ave.	X		X	X	X		
Central Maint. Bldg.–9E Aurora Av					X	X	Do not generate office paper or newsprint. Other includes scrap metal.
Meridian Bank Bldg., 205 Aurora Ave.		X	X	X			
Griggs Midway Bldg. 1821 Univ Ave.			X	X	X		
Plant Mgmt–625 No. Robert St.		X	X	X	X		
Surplus Prop. Bldg.–5420 Hwy. 8 Arden Hills, MN	X		X	X	X		
Rice St. Bldg.–500 Rice St & 504 Rice Street		X	X	X	X		
Ofc. of the Atty General–7 loc.							
DOT Bldg. John Ireland Blvd.	X		X	X	X		
State Capitol Bldg.	X		X	X	X		
Ford Bldg.	X		X	X	X		
Bremer Tower		X	X	X	X		
10 River Park Plaza Bldg.	X		X	X	X		
Space Ctr. Bldg.–520 Lafayette	X		X	X	X		
American Ctr. Bldg.	X		X	X	X		
Trade & Economic Development–3 loc.							
American Ctr. Bldg.	X		X	X	X		
Farm Credit Svc. Bldg.		X	X				

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
World Trade Center			X				
Historical Soc.–3 loc.–Historical Bldg., 690 Cedar Ave.		X	X	X	X		
Hill House–Summit Ave., St. Paul		X	X	X			Do not generate beverage cans.
Historic Fort Snelling, St. Paul		X	X	X			Do not generate beverage cans.
Dept. of Job & Trng.–7 loc.							
American Ctr. Bldg.	X		X		X		
Metro Sq. Bldg.	X		X	X	X	X	
Jobs & Trng. Bldg.–390 N. Robert	X		X		X	X	
Space Ctr. Bldg.–444 Lafayette Rd.	X		X		X		
Svcs f/t Blind–1745 Univ. Ave.		X	X	X	X		
Farm Credit Svc Bldg–375 Jackson			X	X	X		
Job Service–2455 Univ. Ave.							
DNR–2 locations							
DNR–Space Ctr. Bldg. – 500 Lafayette Rd.	X		X	X	X	X	Other waste includes glass.
Southern Svc. Ctr.–1200 Warner Rd			X	X	X	X	Other waste includes tires, lubricants, batteries, scrap metal, glass.
MN Pollution Control Agency	X		X	X	X	X	Other waste includes glass and corrugated
Ofc of Waste Mgmt–1350 Energy Lane		X	X	X	X	X	Other waste includes glass and corrugated.
Dept of Revenue–Park Plaza	X		X	X	X	X	Other waste includes corrugated.
Ethical Practices Bd., 625 N. Robert			X	X	X		
State Bd of Investments–MEA Bldg.		X	X	X	X		Beverage cans recycled by employees.
State Bd of Law Exam–Water Street							Contacted building owner and mgr. to develop program.
Bd. of Water & Soil Resources, South Bridge Office		X	X	X	X		Staff recycles cans at home.
Bd of Barber Exam.–1885 Univ. Ave.			X				Do not generate volumes of newsprint and beverage cans to recycle.
Char. Gambling Cont. Bd.–Revenue Bldg.		X	X				
Transp. Reg. Bd. – Livestock Exch. Bldg.							Interested in developing a program.

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
St. Bd. of Lawyers Prof. Resp.– 520 Lafayette Road	X		X		X		Do not generate volumes of newsprint.
St. Public Employment Rel. Bd–1380 Energy Lane		X	X	X	X		
MN Bd of Arch/Eng.–Metro Sq. Bldg.	X		X				
MN State Art Bd–432 Summit Ave.		X	X	X	X	X	Other waste includes glass.
St. Bd. of Animal Health–90 W. Plato		X	X	X	X	X	Other waste includes carbon cartridges, ribbons, (typewriter, impact printers).
St. Bd. of Elec.–Griggs Midway Bldg.		X	X				Do not generate newspapers and metal beverage cans to recycle.
St. Bd. of Voc.Tech Educ–Cap. Sq.	X		X	X	X		
Municipal Bd–Metro Sq. Bldg	X		X	X			Do not generate beverage cans to recycle.
St. Planning Agency–Cent. Ofc. Bldg	X		X	X	X		
Supreme Court–2 loc.							
State Capitol Bldg–Univ. Ave. 1745 Univ. Ave.	X		X	X	X		
		X	X	X	X		
Dept of Agric–90 W. Plato Blvd		X	X	X	X	X	Other waste includes carbon cartridges and ribbons (typewriter, impact printers).
Bureau of Mediation Svcs–1380 Energy Lane		X	X	X	X		
Capitol Area Arch/Plng–St Cap. Bldg.	X		X	X	X		
MN Comm. Clg System–Cap. Sq. Bldg.	X		X	X	X		
Dept. of Commerce–Metro Sq. Bldg	X		X	X	X		
Dept. of Corrections–Bigelow Bldg		X	X	X	X		
Council on Disability–Metro Sq Bldg	X		X				Do not generate volumes of beverage cans to recycle. Developing newsprint recycling.
Council on Black MN's–Market House							Staff of two; do not recycle.
Worker's Comp. Court of Appeals– Landmark Tower		X	X				Do not generate large quantities of newsprint & beverage cans to recycle.
MN Court of Appeals		X	X				Do not generate large quantities of newsprint & beverage cans to recycle.
Dept of Educ–Capitol Sq Bldg	X		X	X	X		

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Dept of Empl. Rel. HQ-520 Lafayette	X		X	X	X		
Dept of Finance-Centennial Bldg.	X		X	X	X		
Governor's Res.-1006 Summit Ave		X	X	X	X		
Governor's Office-State Capitol	X		X	X	X		
Council on Children, Youth & Family - 444 Lafayette	X		X	X	X		
Dept. of Health-393 N Dunlap St. Paul, MN		X	X	X	X		Employees recycle cans at home.
Higher Educ. Coord Bd-Cap Sq Bldg	X		X	X	X		
Higher Educ Fac Auth-Galtier Plaza			X	X			Staff recycles paper at home through curb- side program. Do not generate beverage cans.
MN Housing Finance Agency-400 Sibley		X	X	X			Do not generate volumes of beverage cans to recycle.
Dept of Human Rights-Bremer Tower		X	X		X		Do not generate volumes of newspaper to recycle.
Indian Affrs Council-127 Univ. Ave.							Staff of four; do not recycle.
Labor & Industry-Space Ctr Bldg 443 Lafayette	X		X	X	X	X	Other includes Kraft envelopes.
Law Library-Ford Bldg	X		X	X	X		
Leg. House of Rep-St. Ofc. Bldg	X		X	X	X		
Leg. Senate-State Ofc. Bldg	X		X	X	X		
Leg. Auditor's Ofc-Vets Svc Bldg	X		X	X	X		
Leg. Comm on MN Resources- State Capitol Bldg.	X		X	X	X		
Lt. Gov's Ofc-State Capitol Bldg	X		X	X	X		
Metropolitan Council-230 E. 5th St	X		X	X	X		
Metropolitan St. Univ-Metro Sq Bldg	X		X	X	X		
Nat'l Guard Armory, St. Paul, MN							In the process of developing plan.
Military Affairs-OMS, New Brighton, MN	X						In the process of developing plan.
Military Affairs, Veteran's Svc. Bldg.	X		X	X	X		In the process of developing plan.
Ombudsman for Corrections-1885 Univ.			X	X	X		

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
Public Employees Ret. Assoc.– 514 St. Peter		X	X	X	X		
State Council on Voc. Tech. Ed.– 514 St. Peter			X	X	X		Staff of three people. Newsprint and cans recycled by employees through curbside program.
Dept. of Public Safety–13 loc.							
Transportation Bldg	X		X	X	X		
Pipeline Safety – Market House		X	X	X	X	X	Other waste includes glass.
State Capitol Bldg	X		X	X	X		
FOK Warehouse	X		X	X	X		
Post Bd., Public Safety Office 1600 Univ. Ave.–2 offices			X	X	X		Picked up by Public Safety whse. truck.
BCA Bldg–1246 Univ.		X	X	X	X		
Exam. Station–Univ. Ave.			X	X	X		
Nalpak Bldg., – 2 offices			X	X			Cans are not generated at this location.
St. Paul Airport–State Patrol			X	X	X		
Griggs Midway Bldg. – 2 offices			X	X	X		
Bigelow Bldg., 450 N. Syndicate 2 offices			X	X	X		
100 Stockyard Rd.–2 offices			X	X	X		
Governor's Mansion Security			X	X	X		
Public Utilities Comm–Amer Ctr. Bldg	X		X	X	X		
Ofc of Ombudsman for Mental Health & Retard. – Metro Sq. Bldg.	X		X	X	X		
Revisor of Stat.–State Ofc. Bldg	X		X	X	X		
Secretary of State–2 locations							
State Ofc. Bldg.	X		X	X	X		
555 Park St.		X	X	X	X		
Sent. Guideline Comm–State Ofc Bldg	X		X	X	X		
Spanish Speaking Affrs Council – 504 Rice Street		X	X	X	X		
State Auditor's Ofc–Park Capitol Bldg.			X	X	X		

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
MN Retirement System–529 Jackson St		X	X	X	X		
State Univ. System–Park Plaza Bldg	X		X	X	X		
MN Tax Court–Space Ctr Bldg 520 Lafayette Rd	X		X	X	X		
Teachers Ret. Assoc–Gallery Bldg					X		No space on loading dock to store recyclable paper.
Bd. of Accountancy–133 E. 7th St.			X				Do not generate newsprint & beverage cans to recycle.
Regional Transit Bd, Mears Pk Ctr	X		X	X	X	X	Other waste includes glass.
DOT–3 loc.–Transportation Bldg.	X		X	X	X	X	Other waste includes corrugated.
DOT–Transportation Annex–Rice St		X	X	X	X		
DOT–Fabrication–Empire Drive		X	X	X	X		
Asian Pacific Council–205 Aurora							Staff of four; do not recycle.
State Treasurer Ofc–Admin. Bldg	X		X	X	X		
MN Schl's Resource Ctr f/t Arts Golden Valley							In process of developing program.
MN Job Skills Partnership/Cap Sq Bld	X		X	X	X		
Metro Workers–Nurse Bd–Energy Pk Dr		X	X	X	X		Employee takes beverage cans home to recycle.
Tacit Bd–Amer. Ctr. Bldg	X		X	X	X	X	Other includes laser toner cartridges and corrugated.
Hazardous Substance Injury Comp Bd– Colonial Ofc. Park		X	X				
MN Environmental Quality Bd–Cap Sq	X		X		X		
DOT–Mobile Equip–Wheels–Gas–DOT Bldg	X		X		X		
Bd of Veterinary Medicine– Colonial Office Park		X	X				
Bd of Podiatry–Colonial Ofc. Park		X	X				
Ofc Soc. Work/Mental Health Bd– Colonial Ofc. Park		X	X				
St. Bd. of Exam. For Nursing– Colonial Ofc. Park		X	X				

Region VI – Metro 3/90	ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
St. Bd of Optometry-Colonial Ofc Pk		X	X				
St. Bd of Chiropractic Exam.– Colonial Ofc. Park		X	X				
St. Bd of Dentistry-Colonial Ofc Pk		X	X				
MN Bd of Nursing-Colonial Ofc Pk		X	X				
St. Bd of Medical Exam.–Colonial Ofc		X	X				
Bd of Psychology-Colonial Ofc Pk		X	X				
MN Dept. of Public Svc-2 loc							
American Ctr Bldg. St. Paul	X		X	X	X	X	Other includes laser toner cartridges and corrugated.
Weights/Measures Div. Roseville	X		X	X	X	X	Other includes tires and petroleum waste.
MWCC-230 E. 5th Street	X		X	X	X		Cans recycled by staff.
MWCC-Metro Waste Trmt. Plant	X		X		X	X	Developing program for newsprint. Other includes 55 gal. drums, metal, tires, batteries, oil.
Dept. of Jobs & Trng., Roseville, MN			X	X	X		
DOT- Oakdale, MN							
U of M, Twin Cities Campus			X	X	X	X	Other includes glass, tin cans, phone books, yard waste, bound ledger books, & corrugated.
Scott County:							
MCF-Shakopee, MN			X	X	X		Other includes glass, tin, and plastics.
Dept. of Jobs & Trng, Shakopee, MN							
DNR-Jordan, MN			X	X	X		
MWCC-Blue Lake Trmt. Plant				X	X		Newsprint and cans recycled by staff.

Region VI – Metro

3/90

ADMIN OFC PAPER CONTRACT PICKUP	ADMIN OFC PAPER SATELLITE PICKUP	OFFICE PAPER	NEWS PRINT	BEV CANS	OTHER WASTE	COMMENTS
--	---	-----------------	---------------	-------------	----------------	----------

Washington County:

MCF–Oak Park Hts., MN			X	X	X	X	Other waste includes corrugated.
MCF–Stillwater, MN			X	X	X	X	Other includes corrugated and scrap metal.
Dept. of Jobs & Trng., Stillwater, MN							
Voc. Rehab.							
DNR, Marion on the St. Croix, MN			X	X	X		
MN Travel Info. Ctr., Lakeland, MN			X	X	X	X	Other includes corrugated.
Dept. of Public Safety, Oakdale, MN			X	X	X		Participating with DOT program.
MWCC–Bayport Trmt. Plant					X		Cans recycled by staff.
MWCC–Cottage Grove Trmt. Plant					X		Cans recycled by staff.
MWCC–Stillwater Trmt. Plant					X		Cans recycled by staff.
Nat'l Guard Armory, Cottage Grove, MN							In the process of developing plan.
Nat'l Guard Armory, Stillwater, MN							In the process of developing plan.

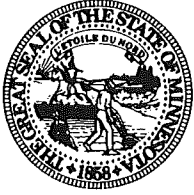
APPENDIX C

Recycled Paper Products

Currently Available for Purchase by

State Agencies and Political Subdivisions

through State Contracts



**Department of
Administration**

**MATERIALS MANAGEMENT DIVISION
CONTRACTS & TECHNICAL SERVICES**

112 Admin. Bldg., 50 Sherburne Ave., St. Paul, MN 55155

**Recycled Paper Products
March 1990**

<u>Product Description</u>	<u>Brand Name</u>	<u>Contract Number</u>	<u>Expiration Date</u>	<u>Vendor Information</u>	<u>Available to Political Sub.</u>
Photocopy paper 8 1/2 x 11 50% waste paper	Cross- pointe	M-9779	3/31/90	Central Stores	Avail. at Arden Hills Dist. Center
Writing Pads, ruled 8 1/2 x 11 40% waste paper	Riverside Recycled	M-1844	6/30/90	Central Stores	Available soon at Arden Hills Dist. Center
Scratch Pads Two sizes 40% waste paper	Riverside Recycled	M-1844	6/30/90	Central Stores	Available soon at Arden Hills Dist. Center
Index Cards Three sizes 40% waste paper	Riverside Recycled	M-1844	6/30/90	Central Stores	NO
Printed Kraft Envelopes Quantities < 5,000 80% waste paper		M-1872	9/30/91	Lino Lakes Correctional Facility	YES
Printed Letterhead Stationery Three types 25% to 75% waste paper		M-7322	7/31/90	Lino Lakes Correctional Facility	YES
Printed Wove Envelopes 5% waste paper		M-1890	9/30/91	Heinrich Envelope	YES
Printed payroll Envelopes 5% waste paper		M-1890	9/30/91	Heinrich Envelope	YES

<u>Product Description</u>	<u>Brand Name</u>	<u>Contract Number</u>	<u>Expiration Date</u>	<u>Vendor Information</u>	<u>Available to Political Sub.</u>
Printed Kraft Envelopes Quantities > 5,000 25% waste paper		M-1890	9/30/91	Heinrich Envelope	YES
Printing Paper:		M-9779	3/31/90	Leslie Paper Company	YES
Text 20% to 50% waste paper	Passport				
Text 50% waste paper	Howard Paper				
Offset 20% to 50% waste paper	Halopaque				
Offset 50% to 70% waste paper	Sycamore				
Cover 50% waste paper	Halopaque				
Printed Continuous Forms & Letterheads 50% waste paper		M-1881	7/31/90	Lino Lakes Correctional Facility	YES
Paper Towels, Tissues, & Napkins Various styles 100% waste paper	Fort Howard	M-7774	4/30/90	Clark Food Service Inc.	YES
Theme Paper 8 1/2 x 11 40% waste paper	Riverside Recycled	M-9052	6/30/90	Central Stores	YES
Kraft Wrapping Paper 100% waste paper	Stone Container	M-9053	6/30/90	Central Stores	YES
Storage Box Corrugated 50% waste paper	Stone Container	Purchased by Requisition		Central Stores	NO
Coated Blanks 6 ply, 22 x 28 100% waste paper	Beveridge	M-9053	6/30/90	Central Stores	YES
Poster Board 14 ply Two sizes 100% waste paper	Beveridge	M-9053	6/30/90	Central Stores	YES

Product Description	Brand Name	Contract Number	Expiration Date	Vendor Information	Available to Political Sub.
Business Cards Linen cover 50% waste paper	Howard Paper	M-2357	11/30/91	Corporate Graphics	YES
Business Cards Cover 100% waste paper	George Whiting	M-2357	11/30/91	Corporate Graphics	YES
Diploma Covers 100% recycled cover board	Jostens	M-2353	12/31/91	Jostens, Inc.	NO
Governor's Letterhead Stationery 50% waste paper		M-2041	11/30/90	E.W. Honsa Printing Co.	NO
Office Information Memo 60% waste paper			10/5/90	Central Stores	NO
25% Cotton Bond 100% waste paper	Fox River	M-8493	3/31/91	Central Stores	YES